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## *Memorandum*

TO: Administration Committee

DATE: May 2, 2012

FR: Executive Director

W. I. 1236

RE: Contract Amendment – Express Lanes Technical Assistance Contract – Parsons Brinkerhoff, Inc. (\$1,500,000)

This memorandum asks for Committee approval of a contract amendment with Parsons Brinkerhoff, Inc. in an amount not to exceed \$1,500,000 for continued program management and technical assistance for the Regional Express Lanes Network.

### Background:

Parsons Brinkerhoff, Inc. was selected in September 2010 in response to a competitive procurement to assist MTC with program management and updated and expanded technical analyses to support implementation of express lanes. Under the current contract totaling \$1,300,000, Parsons Brinkerhoff Inc. assisted MTC with the successful application in fall 2011 to the California Transportation Commission (CTC) for the Regional Express Lanes Network ("Network"). Since then, Parsons Brinkerhoff Inc. has, consistent with the original procurement, assisted MTC with early implementation activities including development of a concept of operations for the Network and oversight of work by HDR, Inc. to complete the environmental process for a set of Phase 1 segments.

The additional \$1,500,000 will be used to establish a system of cost and schedule controls for the Network, complete the Network concept of operations, and provide oversight of HDR through completion of the Phase 1 environmental process. These activities fall within the scope of work outlined in the procurement, which established a year one budget of \$1,000,000 and anticipated adding funds beyond year one through the June 2013 completion date. The funds for this amendment are included in the FY 2011-12 agency budget.

### Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to enter into a contract amendment with Parsons Brinkerhoff, Inc. not to exceed \$1,500,000 for continuing program management services and technical assistance and related for the Regional Express Lanes Network.

  
Steve Heminger

SH:LK

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REQUEST FOR COMMITTEE APPROVAL  
Summary of Consultant Services Contract Amendment

Work Item No.:	1236
Consultant:	Parsons Brinkerhoff, Inc. (San Francisco, CA)
Work Project Title:	Express Lanes Network Technical Assistance
Purpose of Project:	Provide technical and project management assistance for the development of the Regional Express Lanes Network.
Brief Scope of Work:	Task order-based assistance in areas such as program controls, management of the environmental process for Phase 1, preparing applications for state or federal funding opportunities, developing concepts of operations, assisting with express lanes project needs.
Project Cost Not to Exceed:	\$1,500,000 (this amendment) Total contract before this amendment: \$1,300,000 Total Authorized Contract after this amendment: \$2,800,000
Funding Source:	Bridge Tolls (AB 1171), approved in MTC Resolution No. 3914, and BATA Rehabilitation Budget
Fiscal Impact:	Included in the MTC FY 2011-12 and BATA FY 2011-12 budgets
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Parsons Brinkerhoff, Inc. to provide the consulting services described above and in the Executive Director's memorandum dated May 2, 2012, and the Chief Financial Officer is directed to set aside funds in the amount of \$1,500,000 for such amendment.
Admin Committee Chair:	<hr/> Dave Cortese, Chair
Approved:	Date: May 9, 2012